

U.S. ARMY SECURITY ASSISTANCE COMMAND
5001 EISENHOWER AVENUE
ALEXANDRIA, VIRGINIA 22333-0001

25 September 1996

USASAC POLICY STATEMENT NUMBER: 103.4

SUBJECT: Corporate Fitness

POLICY:

1. Employees enrolled for the first time in a formal Physical Fitness Orientation Program may be given up to three hours of duty time per week for a period not to exceed six months to allow for participation in accordance with the following guidelines:

a. Employee is enrolled in an approved formal orientation program conducted by the Headquarters, AMC Fitness Center or the Defense Distribution Region East (DDRE) Center.

b. Work performance is maintained at an acceptable level.

c. Time allocated for program participation does not conflict with mission requirements or priorities.

d. Participation in the program must be approved by the employee's supervisor.

e. Allocated time will be in increments of one hour per day not to exceed three hours per week. Supervisors may authorize the use of more than one hour per day subject to the three hours per week limitation.

f. Time may not be accrued and carried over to successive weeks.

2. With the exception of the provisions of paragraph 1 above, employees who desire to perform physical exercise during the duty day must arrange, with their respective supervisors, adjustments to individual tours of duty. These adjustments can include:

a. Adjustments to flexible work schedules. Changing either the starting or quitting time to allow for time spent exercising.

b. Using annual leave for time spent exercising.

c. Using accumulated credit hours for time spent exercising.

d. Using hours received as a result of the approval of a Time Off Award.

e. Using accumulated compensatory time earned under overtime

procedures.

3. Those employees whose participation has lapsed for a period of one year or longer will be authorized to reenroll in a formal program and administrative time in accordance with paragraph 1 of this policy.

DISCUSSION: Corporate Fitness programs have been developed and incorporated into the operational routines of many private corporations and federal agencies and has been shown to improve participants' health, motivation and productivity, thereby offsetting program costs. Employees entering the program for the first time are allowed up to six months to participate using three hours per week of duty time. This is in accordance with Fit to Win, which is an Army-wide program. Since this program incurs a cost to USASAC, it is imperative that those participating use the program on a regular basis. Additionally, you are allowed to use duty time to participate in the retest process at the Fitness Center, and we encourage you to do that. Employees are allowed to use duty time for health education classes, such as stress management, smoking cessation, or any of the nutrition classes.

PROPONENT AREA: Personnel

PROPONENT: AMSAC-SA

SUPERSESSSION: This Policy Statement supersedes Policy No. 103.4, 9 April 1996.

MICHAEL S. DAVISON, JR.
Major General, USA
Commanding